



**COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER**

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February 14, 2007

TO: Audit Committee

FROM: J. Tyler McCauley *tm*
Auditor-Controller

SUBJECT: **SUNSET REVIEW FOR THE LOS ANGELES COUNTY SYBIL BRAND
COMMISSION FOR INSTITUTIONAL INSPECTIONS**

RECOMMENDATION

The Audit Committee recommend to the Board of Supervisors to extend the Los Angeles County Sybil Brand Commission for Institutional Inspections' sunset review date to October 1, 2011.

BACKGROUND

The Sybil Brand Commission for Institutional Inspections (Commission) was created by the Board of Supervisors (Board) under Chapter 2.82 of the Los Angeles County Code. The most recent extension was approved by the Board in February 2001.

The Commission conducts inspections, and advises on industrial and educational programs for both juvenile and adult inmates/detainees in County jail facilities, probation camps, and juvenile halls. At least once each year, and more often if the Commission deems necessary, or as directed by a judge of the Superior Court, members of the Commission visit and inspect County facilities operated by the Probation Department, Sheriff's Department, Superior Court, and the Department of Children and Family Services (DCFS). The Commission also inspects group homes where Probation and DCFS place their wards. The Commission inspects these facilities for administrative efficiency, physical condition, cleanliness and comfort for the residents.

The Commission consists of ten members, two from each Supervisorial district. The Commission meets at least weekly, with a limit of three meetings a week and 156 meetings per year. Commission members receive \$50 per meeting, plus travel

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expenses. From July 1, 2000 through March 31, 2006, the Commission met 651 times, with an average attendance of 5.3 (53%) members. The Commission receives staff support from the Executive Office, and does not have a separate budget. The Commission incurred approximately \$85,000 in expenses annually, including stipends, staff support, and travel reimbursement.

JUSTIFICATION

During this review period, the Commission's accomplishments included the following:

- Conducted approximately 1,500 inspections at County jails, probation camps, juvenile halls, and group/foster homes.
- Initiated weekly business meetings and quarterly roundtables with County department representatives to discuss inspection results and the actions taken by departments to resolve facility and group/foster home noncompliance.
- Initiated a four, six, eight month re-inspection policy for unsatisfactory group homes to ensure the homes comply with program requirements.

The Commission's objectives for the coming period are to:

- Continue to conduct inspections to ensure that each facility is safe and sanitary, with due regard for the comfort and well-being of the residents.
- Continue to meet with the Sheriff's Department, Probation, DCFS, and the Auditor-Controller's Group Home Ombudsman to discuss inspection results.
- Increase awareness of the Commission by updating and distributing the Commission brochure to the various facilities and group/foster homes. The brochure explains the Commission's purpose and responsibilities, and identifies each Commission member.

Please call me if you have any questions.

JTM:MMO:JLS:MR

Attachments

- c: Eleanor Montano, Chair, Sybil Brand Commission
Jennifer Lehman, County Counsel
Sachi A. Hamai, Executive Officer
Robin A. Guerrero, Chief, Board Operations
Jim Corbett, Manager, Commission Services

COMMISSION SUNSET REVIEW
SYBIL BRAND COMMISSION FOR INSTITUTIONAL INSPECTIONS
REVIEW COMMENTS

Mission. (Does the mission statement agree with the Board of Supervisors' purpose and expectations?)

The Commission's stated mission generally agrees with the ordinance creating the Commission. County Counsel is currently working on updating the County Code to better reflect the Commission's group home activities.

Section 1. Relevance. (Is the mission still relevant and in agreement with the Board of Supervisors' purpose and expectations?)

The Commission conducts inspections, and advises on industrial and educational programs for both juvenile and adult inmates/detainees in County jails, probation camps, group homes and juvenile halls.

The Commission's mission appears to be **RELEVANT**.

Section 2. Meetings and Attendance. (Are required meetings held and is attendance satisfactory?)

The Commission meets at least weekly, with a limit of three meetings per week and 156 meetings per year. The third Wednesday of each month is designated as a business meeting with the Sheriff's Department, Probation, DCFS and Auditor-Controller's Group Home Ombudsman. From July 1, 2000 through March 31, 2006 the Commission met 651 times, with an average attendance of 5.3 (53%) members.

The Commission's meeting frequency and attendance are **SATISFACTORY**

Sections 3 and 4. Accomplishments and Results. (Are listed accomplishments and results significant?)

During the evaluation period, the Commission's accomplishments included the following:

- Conducted approximately 1,500 inspections at County jail facilities, probation camps, juvenile halls, and group/foster homes.
- Initiated weekly business meetings and quarterly roundtables with County department representatives to discuss inspection results and the actions taken by departments to resolve facility and group/foster home noncompliance.

- Initiated a four, six, eight month re-inspection policy for unsatisfactory group homes to ensure that the homes comply with requirements. As a result, all 52 group homes identified as unsatisfactory/noncompliant in 2004 were brought into compliance in the same year.

The Commission's accomplishments and results are **SIGNIFICANT**.

Section 5. Objectives. (Are the objectives compatible with the mission and goals and relevant within the current County environment?)

The Commission's objectives for the coming period are to:

- Conduct inspections to ensure that each facility is safe and sanitary, with due regard for the comfort and well-being of the residents.
- Continue to meet with the Sheriff's Department, Probation, DCFS, and the Auditor-Controller's Group Home Ombudsman to discuss inspection results.
- Increase awareness of the Commission by updating and distributing the Commission brochure to the various facilities and group/foster homes. The brochure explains the Commission's purpose and responsibilities, and identifies each Commission member.

The Commission's future objectives appear **RELEVANT**.

Section 6. Resources. (Are the resources utilized by the entity in support of the entity's activities warranted in terms of the accomplishments and results?)

Commission members receive \$50 per meeting, plus travel expenses. The Commission receives staff support from the Executive Office, and does not have a separate budget. The Commission incurred approximately \$85,000 in expenses annually, including stipends, staff support, and travel reimbursement.

The Commission's expenses appear to be **WARRANTED**.

Section 7. Recommendation.

EXTEND THE SUNSET REVIEW DATE FOR THE LOS ANGELES COUNTY SYBIL BRAND COMMISSION FOR INSTITUTIONAL INSPECTIONS TO OCTOBER 1, 2011.

